

Steps for obtaining a TDA Food Manufacturing Permit

- ❖ The first step to obtain a food manufacturing permit is to complete and submit the Food Manufacturer Application.
https://www.tn.gov/content/dam/tn/agriculture/documents/foodsafety/Food_Manufacturing_Warehouse_Plan_Fillable.pdf
- ❖ Once the completed application is reviewed and processed a TDA inspector will contact to set up the day and time of the initial inspection.
- ❖ Food Manufacturers are regulated under 21 CFR Parts A and B. Although all aspects of this regulation are applicable below must be confirmed during the inspection:
 - All equipment is in place and functioning correctly
 - Hot water is available at hand sinks
 - Floors, walls, ceilings are smooth, durable and easily cleanable
 - Outer openings are protected from pest entry
 - Sanitation chemicals are on site
 - Processing must be conducted during the inspection
 - Labels must include all required information
 - Ingredients must come from approved sources
 - Primary packaging is approved for food contact
- ❖ After the completion of a passing inspection the firm will be invoiced for the appropriate permit fee. Once the fee has been paid the permit will be sent via mail.
- ❖ Permits must be renewed annually and run from July 1st to June 30th each year.

For questions please contact the Food Safety Division of TDA at 615-837-5193